

**CITY OF CORVALLIS
CLIMATE ACTION TASK FORCE
AGENDA**

Thursday, July 16, 2015
5:00-7:00 p.m.
Madison Avenue Meeting Room
500 SW Madison Avenue

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| I. | Call Meeting to Order | Chair Baker |
| II. | Visitor Comments | |
| III. | Review of June 30, 2015 Minutes | Task Force |
| IV. | Climate Action Plan Scoping Discussion | Task Force |
| V. | Visitor Comments | |
| VI. | Adjourn | |

Task Force Members

Zachariah Baker, Chair
Penny York
Roen Hogg
Kirk Bailey

Cindy Dahl
Marjorie Stevens
Brandon Trelstad

Climate Action Goal

Over the next two years, take bold action to address climate change by (1) supporting the energy conservation efforts of the Corvallis Georgetown University Energy Prize team, and (2) adopting and beginning to implement a comprehensive long-term climate action plan that will significantly reduce Corvallis' greenhouse gas emissions and foster Corvallis' resilience to the effects of climate change.

**DRAFT
CITY OF CORVALLIS
CLIMATE ACTION TASK FORCE ACTION MINUTES
June 30, 2015**

The City of Corvallis Climate Action Task Force meeting was called to order at 5:03 PM, June 30, 2015, in the Fire Main Meeting Room Corvallis, Oregon, with Chair Zachariah Baker presiding.

ROLL CALL:

Members Present: Kirk Bailey, Zachariah Baker, Cindy Dahl, Roen Hogg, Marjorie Stevens, Brandon Trelstad

Excused: Penny York

Staff Present: Mary Steckel, Kris Kelly

SUMMARY OF DISCUSSION:

Agenda Item	Actions/Recommendations
Call Meeting to Order	Chair Baker called the meeting to order and provided an overview of the meeting agenda.

Agenda Item	Actions/Recommendations
Visitor Comments	Bill Emminger, Benton County Environmental Health Division Director, offered the support of Benton County staff for the City's Climate Action goal.

Agenda Item	Actions/Recommendations
Review of June 10, 2015 Minutes	Approved unanimously.

Agenda Item	Actions/Recommendations
Climate Action Plan Presentations	<p>Michele Crim, City of Portland, and Matt McRae, City of Eugene, provided an overview of their respective processes used to implement Climate Action Plans in their communities. Each provided insight on lessons learned during their implementation.</p> <p>Task force members were provided an opportunity to ask questions.</p>

Agenda Item	Actions/Recommendations
Initial Climate Action Plan Scoping Discussion	Chair Baker presented a list of suggestions for the task force to work through to begin the scoping discussion. His recommendations included identifying things about the process members have heard and read that should be included in the task force's work, items in each of the plans such as structural topic areas and evaluation criteria that could be included in the Corvallis plan, a timeline for completing the climate action plan, and how the community proposed climate action plan should be used. Task force members agreed with the recommended course of discussion and began providing input.

Agenda Item	Actions/Recommendations
Visitor Comments	Linda Lovett, Chair of the Community Climate Action Plan Task Force, discussed her experience and recommendations for the City's Climate Action Plan process.

The Task Force adjourned at 7:18 PM.

An audio recording of the entire meeting can be listened to at:

<http://archive.corvallisoregon.gov/Browse.aspx?startid=597115&dbid=0>

Climate Action Plan DRAFT Scope of Work

I. Guiding Concepts

- The Community Proposed Climate Action Plan will not be adopted as presented, but will serve as a starting point to inform development of the Corvallis Climate Action Plan (Corvallis CAP)
- Corvallis CAP development will include substantial opportunities for public input
- Corvallis CAP action items will address city government actions as well as community actions
- The Corvallis CAP will address both mitigation and adaptation
- The costs and benefits of Corvallis CAP action items will be evaluated and considered
- Corvallis CAP action items will strive to achieve multiple benefits, not just greenhouse gas emission reductions
- The Corvallis CAP is not intended to be a document that sits on a shelf once it's written – ongoing implementation, monitoring, and evaluation will be necessary for success.

II. Workplan

A. Develop Evaluation Criteria

1. Discuss desired outcomes of CAP actions (e.g. reduced GHG emissions, economic savings for the city and community members, public health improvements)
2. Brainstorm evaluation criteria (e.g. reduction of GHG emissions, amount of economic cost/savings, impact on livability)
3. Consider weight/prioritization of criteria

B. Set Greenhouse Gas Emissions Reduction Target

1. Consult current climate science
2. Consult state, federal, and international regulations/recommendations
3. Review targets of peer communities

C. Draft the Corvallis Climate Action Plan

1. Identify and review current climate actions being taken by city/community
2. Analyze Community Proposed Climate Action Plan
 - a. Identify structural pieces for inclusion in the Corvallis CAP
 - b. Action item by action item review
 - c. Prioritize/recommend action items for further consideration
3. Review CAPs of other communities (primarily Eugene, Portland, and Fort Collins, CO)
 - a. Identify structural pieces for inclusion in the Corvallis CAP
 - b. Identify action items to consider for inclusion in the Corvallis CAP
 - c. Prioritize/recommend action items for further consideration
4. Determine Corvallis CAP structure and compile recommended action items
5. Coordinated public outreach/review of recommended action items

6. Add/subtract/adjust action items based on public comment
7. Develop an implementation strategy (e.g. who will carry out action items; plans for monitoring, evaluation, and reporting; funding mechanisms)
8. Write/compile the Draft Corvallis CAP

D. Present Corvallis CAP for City Council Adoption

III. Public Process

- Public comment periods at all Task Force Meetings
- Ongoing electronic means of providing input/feedback – email, survey tool, etc.
- Review of action items by topic area experts/advisors from the public
- Coordinated public outreach/review of recommended action items (e.g. topic area by topic area public forums)

IV. Resource Needs

- Current Task Force continues to guide overall work
- Internal staff workgroup for action item identification analysis and implementation
- Staff capacity to:
 - Provide support for Task Force meetings
 - Manage/Liaison with the internal staff workgroup
 - Conduct analysis of costs and benefits of action items
 - Design and facilitate coordinated public outreach effort
 - Draft/Compile the Corvallis CAP
 - Identify and capitalize on collaborative opportunities and partnerships

V. Opportunities for Coordination with other Council Goals

- Public process coordination between the Climate Action, Vision and Action Plan, and Sustainable Budget goals
- Development of the Corvallis CAP action item evaluation criteria and the livability index/indicators contemplated by the Vision and Action Plan goal
- Identification of cost savings/financing mechanisms related to climate action items to inform the work of the Sustainable Budget and Climate Action goals
- Policy specific opportunities with the Housing Development, OSU/City Relations, and Economic Vitality goals

Climate Action Plan DRAFT Timeline

2015

June	July	August	Sept	October	November	December
Organizational Mtg.	Develop Scope of Work	Scope of Work approval	Develop Evaluation Criteria		Set GHG Emissions Reduction Target	Review current city/community climate actions

2016

Jan	Feb	Mar	Apr	May	June	July	Aug
Review of Community Proposed CAP and other CAPs		Coordinated Public Outreach/Review of Action Items					

Sep	Oct	Nov	Dec
Finalize Draft Climate Action Plan and implementation recommendations		Present Draft to City Council/Adoption by Council	

2017 and Beyond...

Implementation, Monitoring, and Evaluation
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July 9, 2015